



Government of Bihar
Department of Art, culture & Youth
Bihar Museum Society, Patna

(An Autonomous Organization under the Department of Art, Culture & Youth, Govt. of Bihar, Registered under Societies Registration Act, 21, 1860).

SHORT TENDER DOCUMENT
FOR
Designing and Preparing of Exhibition Materials and Fabrication
On
“Museum Biennale-2020”

Last date of Tender Submission : 31/01/2020 till 12:00AM hrs
Opening of Technical Bids : 31/01/2020 at 02:00PM hrs



Government of Bihar
Department of Art, culture & Youth
Bihar Museum Society, Patna
Bailey Road Patna, Patna-800001

NOTICE INVITING SHORT TENDER FOR DESIGNING AND PREPARING
EXHIBITION MATERIALS AND FABRICATION .
ON
“MUSEUM BIENNALE-2020”

Sealed short tenders are invited from reputed agencies under “Two-bid” system - Technical Bid (un-priced) and Financial Bid (priced) to designing and preparing exhibition materials and Fabrication for Bihar Museum Society, Patna (An Autonomous Organization under the Department of Art, Culture & Youth, Govt. of Bihar, Registered under Societies Registration Act, 21, 1860).

Detailed information of the Tender Document can be downloaded from the website <http://yac.bih.nic.in> or <http://prdbihar.gov.in>. The bidder has to submit non-refundable tender processing fee of Rs. 1,000/- (**Rupees One thousand five hundred only**) and **Earnest Money Deposit (EMD) of Rs. 2,00,000/- (Rupees Two Lakhs) through demand draft** in favour of BIHAR MUSEUM SOCIETY, PATNA, payable at Patna along with the Technical Bid. Bid Security money will be returned to the all unsuccessful Agencies after 30 days of finalization of the tender. Tender Document complete in all respects in a sealed envelope is to be submitted by Speed Post/Registered Post/ by courier or by hand only at the Office of the Director, Bihar Museum, Bailey Road, Patna - 800001. The tenders received late/tenders without Processing Fee/Conditional tenders/Incomplete Tenders in any respect would be rejected. The Director, Bihar Museum, Patna reserves the right to accept or reject any or all tenders without assigning any reason.

Important Dates for the selection process:

- | | | |
|---|---|------------------------------|
| (i) Date for pre-bid conference | - | Jan 28/2020 at 3.00 p.m. |
| (ii) Last date for submission of Tender | - | Jan 31/2020 up to 12.00 p.m. |
| (iii) Date of opening Technical Bid | - | Jan 31/2020 up to 02.00 p.m. |
| (iv) Date of opening Financial Bid | - | Jan 31/2020 up to 05.00 p.m. |

Venue for pre-bid Conference: Pre-bid meeting will be held at the office of the Director, Bihar Museum, Bailey Road, Patna – 800 001.

Memo No. बि० सं० / -----

Patna, Dated :- -----

Copy to – The Director, Information & Public Relation Department, Bihar with 08 (eight) additional copies of the advertisement and CD for publication in national dailies.

(Director)



Government of Bihar
Department of Art, culture & Youth
3rd Floor, Vikas Bhavan (New Secretariat)
Patna – 800 015
Bihar Museum Society, Patna

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II. SCOPE OF WORK

Bihar Museum is an experiential museum, with state-of-the-art architecture and technology in Patna, Bihar. Showcasing the rich past of Bihar and incorporating a special space for children within, the Museum is emblematic of fostering an inclusive culture and bringing a global internationalism to a national identity.

The Bihar Museum wishes to initiate a fresh new idea of a Museum Biennale, which will bring together a taster of key collections from the various museums in our country. The idea is to celebrate the wealth and treasures of our country, which form a part of different museum collections, and in addition to learn about India's rich cultural heritage. The Biennale is to be held from March 25 to June 25, 2020.

Subject and Objectives

Bihar Museum, Patna in the small time since its dedication to the public at large has become a new milestone in the museum movement of the country. The Bihar Museum, Patna has fulfilled the need of a world-class museum with the inclusion of state-of-the-art technologies of audio-visual presentation for increased visitor experience. It attracts crowd from all over the world and is an exciting tourist destination and cultural hub. The exhibits and displays are tailored to create interactive spaces and people are encouraged to make repeat visits. Thus, Bihar Museum presents itself as the most well suited institution to host a Biennale in the field of Museums. it will provide a platform on biennial basis to discuss contemporary museum practices and suggest a way forward.

Bihar Museum, Patna as the host of the proposed Biennale for Museums will also play a crucial role in highlighting the status of Patna city as a Cultural hub, not only in India but world at large. The related paraphernalia associated with hosting a Biennale will encourage city development and marketing, cultural tourism and urban regeneration of Patna. It will secure the place of Patna in the cultural map of the world. Such a high profile event will be the perfect backdrop to showcase the historic as well as the cultural legacy of Patna. In addition to dedicated conceptual exhibitions, Biennale will also offer a rich programme of talks, seminars, workshops, film and documentary screenings for school children and students apart from the dedicated target audience of museum professionals.

Through the Exhibition, Bihar Museum is initiating a fresh new idea that of a Museum Biennale which has never been done anywhere in the world. Beginning within the country itself, the first Biennale will concentrate on 12 museums of the country. 10 key objects selected by the Museum director as to what constitutes the essence of the museum. The 200 objects will show the cultural diversity of the country and the plural nature of the collection.

The Biennale collection will be on display at the Bihar Museum for three months, during which times a series of interactive workshops, seminars and talks by museum directors and art lovers will take place.

Through the display, and the events spread over four months, the role of the museum, taste, connoisseurship and the response of the viewers will be documented through publications and short films

The Museum Biennale will open new directions of understanding the Museum and its role in society.

INSTRUCTIONS TO BIDDERS

The Bidders are invited to submit Technical Proposal and Financial Proposal for conceptualizing, designing, layout, setting-up and execution of Exhibition for Museum Biennale-2020.

Inspection of site by the Bidders

- The Bidders are advised to inspect and examine the venue and take all information and conditions into account in preparing their proposal and before submitting the proposal. The Bidders or their representative may contact – **Director, Bihar Museum, E-mail: directorbiharmuseum@gmail.com and bmpatna2014@gmail.com** for any information/ clarification regarding venues or proposal in general.
- The Bidder shall be deemed to have full knowledge of the venue whether he/she inspects it or not and no extra charges consequent upon any misunderstanding or otherwise shall be allowed.
- The Bidder may submit the proposals ensuring all the articles of Terms of Reference [Scope of Work], for the venue. The proposals should be framed in such a manner that it includes the curation, conceptualisation, designing/ planning, interior designing/ works, painting, fabrication of showcases/ pedestals and other related material like, captions, signage, write-ups, panels, partitions, CCTV, fire-alarms and fire- fighting system, etc. The successful bidder in consultation with the Bihar Museum may exhibit more objects from reserve collection.
- Submission of the proposal by the Bidder implies that he/she has read the letter of invitation, instructions to the Bidder, terms of reference and all other contract documents and has made him/her aware of the scope of work and schedule of services to be delivered.
- The Bidders, who are eligible to apply as per requirement cited in Notice Inviting Request for Proposal shall bear all costs associated with the preparation and submission of the proposal and Bihar Museum will in no case be responsible or liable for these costs regardless of the conduct or the outcome of the process of selection of Bidder for award of services.
- Bidder may carefully note that they are liable to be disqualified at any time during process of selection of Bidder for award of services in case any of the information furnished by them is not found true. The decision of Bihar Museum in this respect shall be final and binding.
- All the pages of the Tender including the technical and financial proposals, preliminary conceptual drawings, technical details, schedule of proposed works,

etc. submitted by Bidder, shall be signed and stamped by the Bidder or his representative holding the Power of Attorney.

- While filling up the rates in the financial proposal, Bidder shall ensure that there is no discrepancy in the rates mentioned in figures and words. In case of any discrepancy, the rate mentioned in the words shall be taken as final and binding.

Summary of Scope of Work

The Collection of 12 Museum will be on display for three month. You have to design and conceptualise for 15,000. Designing and supervising graphics for walls and other collaterals such as banners, signage, captions, flyers, and maps. The selected Fabricator/Agency will be responsible for the undertaking and execution of the following services under the supervision of Bihar Museum:

- Around 200 exhibits of different sizes and weight will be displayed.
- The above objects will be from 12 different museum and the 12 block/cubical will be designed of individual museum.
- Schematic Design and Detailing of the exhibits based on the concepts and interpretive plan developed by Bihar Museum for all types of exhibits including cases, panels, interactive media and more.
- Case design – final specification of cases and interior plinths and artifact mounts
- Case layouts – detailed layouts of all artifacts selected and specification of mount types
- Detailed specifications of materials, sizes, method of construction
- Performance specification of all materials selected
- Mechanical and electrical coordination
- Lighting design and specification
- Multimedia hardware specification and design, performance and design of control rooms
- Model, diorama and hands-on exhibit design and specification
- Graphic design – final specification, layouts, map and illustration design. Artwork – ready for production files
- Image selection and procurement – research, select and procure all images for panels, murals, etc. These should be rights free.
- Exhibition text and label – the design team must include a researcher/writer/historian to prepare all written materials and artifact labels for the exhibition.
- Artifact selection – preparing a process and work with the client team to make the final selection of artifacts. These artifacts will then be laid out in the cases.
- Prepare list of potential artists and suppliers for completion of custom works, if needed.
- Designer must comply with the rules and regulations of the Government of Bihar. Please note that this selection is only for the proposed Exhibition.

Team/Expertise Required

The selected agency to complete this work must have the following expertise.

- Design
- Graphic Design
- Electrical and Mechanical
- Engineering
- Lighting

- Multimedia/Video
- Image Procurement
- Writing/Editing
- Historian, Art and other experts

Schedule of Deadlines and Expected Date of Award

After receiving appointing letter/work award, the agency will have to complete designing work within 15 days and the fabrication work should be in all aspect by before 20 March 2020.

We envision the following areas for proposed exhibition :(Tentative layout is attached)

- Temporary Exhibition Hall
- Contemporary Hall
- Multipurpose Hall, If needed

Specification of Work

| Show Type | Exhibition |
|------------------|---|
| S.no. | Particulars |
| A | Flooring |
| | 100 mm Raised wooden Flooring and Beige loop carpet finish on top. |
| | SS Skirting finish in the edges with Shine finish |
| | Polythene covering on top for dirt control for the opening of the exhibition. |
| B | Booth Structure |
| | CCTV |
| | ABC type store pressure portable fire extinguisher |
| | All main structure with roll painted (Velvet finish) |
| | Booth Fascade with light box with backlit media |
| | Showcases as per the artefact dimension (toughned glass only) - minimum or no visibility of hardware. |
| | MDF plinth in roll painted finish (Velvet finish) |
| | Mounting of the artefact with ss or hardwood only |
| | Labels in Acrylic (8mm thick with printed vinyl on top) |
| | LED screen 42" |
| | Thematic recreation state wise design in the size of 8ft ht x 4ft width or vice versa. |
| | LED Lights for the general lighting - As per requirement |
| | Track Lights or showcase lights for the Artefact display cases |
| | Information counter in spray painted finish. (Lockable) |
| C | Signage & Graphic |

| | |
|----------|---|
| | A Set of 3D logo for each booth on top of the fascia with illumination |
| | Graphics Design and Development (Content shall be provided by individual Exhibitor) 5mm sunboard backing wherever required and vinyl or equivalent. |
| | Vinyl Sticker as and wherever required |
| D | Electricals & Lighting |
| | Install all of Lighting and sockets and cabling |
| | Power sockets 3 nos in each booth |
| | Distribution Box for the main power control and circuiting |
| E | Furniture |
| | Executive chairs for the meeting table for discussion |
| | Round Table with Laminated top |
| | Catalog stand |
| | Glass bowl for business card |
| F | Show services |
| | Installation & Dismantling |
| | Daily Cleaning |
| | technical person stand by during the show |

III. ELIGIBILITY CRITERIA

Technical bid envelop should contain the following:-

- 1 Registered Office/Branch office in India, with Certificate of Incorporation and Register of Companies.
- 2 The Bidder must be a legally constituted Proprietary firm, Partnership firm, Limited Company or Corporate Body, who possess the required licenses, registrations etc., as per law valid at least for 12 months from the date of the opening of tender for providing above exhibition material.
- 3 The bidder must have experience of 8 years in preparing exhibition material for national level exhibition. The documents for the same must be attached.
- 4 Financial Turnover during the last years should be at least 1 Crores
- 5 Income Tax Return of 3 Assessment years should be submitted with technical bid.
- 6 There should be no case pending with the police against the Proprietor/Firm/Partner or the Company and should not be blacklisted by any Government office. (An undertaking in this regard on Non-Judicial Stamp Paper of Rs. 100 is to be provided.)
- 7 The Bidder shall have the following Registrations and details of the same be provided in the Technical Bid:
 - (I) Company Registration/Proprietary firm,/Partnership firm/Limited Company or corporate Body
 - (II) GST registration certificate
 - (III) PAN Number
- 8 The agency/ bidder should be a well-established professional Fabricator and Manager for exhibition any conference/event/ exhibition and must have an exhibition of 8 conferences/events/ exhibitions in public sector/Private Sector.

- 9 The Agency/bidder should attach successful satisfactory completion certificates/work orders/PO issued by the clients, as documentary evidence in support to above eligibility criteria
- 10 Bid received after the specified date and time for receipt of bids would not be entertained.
- 11 Bid incomplete in any form are liable to be rejected out rightly.
- 12 Any enquiry after submission of the bide would not entertained.
- 13 The rates quoted by the successful bidder shall remain valid for a period of contact from the date of opening the bid.
- 14 The firm should not have been banned/blacklisted from any Government, department and agency earlier.

IV. PROCEDURE

1. Tender Bids should be placed in a properly sealed envelope addressed to **Director, Bihar Museum, Bailey Road, Patna, 800001, Bihar**. Technical bid along with Tender Processing Fee be **put up in a separate envelop** and the Financial Bid should **be put in separate sealed another envelope**, clearly indicating “TECHNICAL BID” and “FINANCIAL BID” with the details of the Bidder. Both sealed Technical & Financial Bid’s envelops should be **put in one envelope and must be super-scribed “Tender for Designing and Providing exhibition materials (Fabrication)”** with the name, address, e-mail & phone nos. of the Bidder. The tender must be submitted at the **Office of the Director, Museums Bihar, Bailey Road, Patna, Bihar, 800001** on the date & up to the time mentioned in the tender notice and the tenders will be opened in the Office of the Director, Bihar Museum, Bailey Road, Patna, Bihar in the presence of all Bidders or their authorized representatives on the date informed to the Bidders through e-mail/sms.
2. **An Index page showing contents/annexure & page no. should be annexed first followed by relevant documents with proper page numbering & signed by the owner of the firm or his Authorized Signatory** as token of acceptance of Terms & Conditions. In case the tenders are signed by the Authorized signatory, a copy of the power of attorney/ authorization may be enclosed along with tender.
3. The bidder must ensure that the conditions laid down for submissions of offers are complete and correctly filled. The rates and units shall not be overwritten and shall be in both i.e. figures and words.
4. In case two or more agencies are found to have quoted the same rates, the Tender Committee shall recommend about the Bidder to which the offer shall be granted based on the basis of the marks scored in the Technical Bid. The Bidder getting higher score in the Technical Bid shall be awarded the work. The decision of the Director, Bihar Museum or Authority nominated by the Department shall be final.
5. **Opening of Tenders:** The technical bids of the tenders received will be opened by the competent authority, in presence of such firms or their authorized representatives who may choose to be present. It may please be noted that the sealed envelope containing the financial bids will not be opened until the technical evaluation is complete and the result are approved by tender Committee.
6. **Evaluation of Technical Bids:** The Tender Committee shall undertake the exercise for evaluation of the technical bids. Each bidder may be required to given an oral/PowerPoint presentation for the offer given by them as and when requested

during the validity of the bid. This will ascertain their understanding of the scope of the work involved. The evaluation of the bids will be used on the attributes and the maximum marks assigned to each attribute. The evaluation will be based on profile of the bidder, experience, track record and the background of the Agency. The Agencies those who are considered and recommended by the Committee, the financial bids of those Agencies shall be opened. The financial bid of the Agencies will be considered for L1, L2, L3 and so on. The decision of the Committee is final and no further communication will be entertained.

Payment Scheduled

The Bidder shall be paid professional fee/ execution charges in following stages in consistency with the work done:

| S.N. | Schedule of Payments As per work scope in Annexure – II(Financial Bid) | Percentage of Payable fees at the completion of each stage* | Cumulative payment made until that stage |
|------|---|---|--|
| 1. | Stage 1 Concept Design, preparation of drawings/ design and acceptance (as per stage A) | 20% of the total cost | 20% of the total cost |
| 2. | Stage 2 Supply and acceptance of materials(For stage B to F) | 30% of the total cost | 50% of the total cost |
| 3. | Stage 3 Execution of For stage B to G | 20% of the total cost | 70% of the total cost |
| 4. | Stage 4 Completion of display And Inauguration of the event | 30% of the total cost | 100% of the total cost |

7. **The evaluation of the tender will be done as per quality cum cost basis (QCBS) methods.** The technical bid shall be opened first and only technically eligible bidder selected by Tender Committee shall participate in the financial bid.

All Firm receiving 60 or more marks in the technical evaluation will be short listed- Annexure-III

8. **Opening of Financial Bids:** After completion of evaluation of technical bids, Financial bid should be submitted in the prescribed format duly filled in as given at **Annexure-II** with signature and stamp by the Agency. Please note that Bidders must give the price quote against each schedule of items and make total and add applicable tax. The Financial bid complete in all respects should be submitted in sealed envelope super scribing Financial bid. The Bihar Museum Society will inform the date of opening of the Financial Bid in Advance.
9. Any changes with respect to this tender will be notified through News Paper and the website <http://yac.bih.nic.in> or <http://prdbihar.gov.in> only.
10. Bihar Museum Society reserves the right to accept or reject any or all the tenders without assigning any reason.

V. TERMS AND CONDITIONS

1. The Bidders who are interested in participating in the tender must read and comply with the instructions and the terms and conditions contained in the tender document.
2. The bids shall be filled in by the Bidder clearly, neatly and accurately. Any alteration, erasures or over-writing would be liable to make the tender invalid

- unless the same is neatly carried out and attested over the full signature of Bidder. The decision of Bihar Museum to interpret the information and rates filled in by the Bidder shall be final and binding on the Bidder.
3. The Bihar Museum will notify the successful Bidder by E-mail or in writing, by registered letter that its bid has been accepted. The Bidder will submit their concurrence immediately within two days for carrying out the task. The notification of award will constitute the formation of the Contract.
 4. The Bidders are required to fill in complete and accurate details (**Annexure-I**) as required under the tender documents. Failure to furnish all the information as required under the bid documents or submission of a bid containing deviations from the contractual terms and conditions, specifications or requirements shall be treated and rejected as being non – responsive.
 5. The Bidder shall be disqualified if any untrue statement or misrepresentation is made in the bid forms, attachments and other supporting documents submitted by the Bidder.
 6. The Successful bidder shall be required to submit Performance Bank Guarantee (PBG) which is 5% of the Quoted price to the IM within 7 (Seven) days from the date of receipt of Letter of Acceptance/Award. The PBG shall be valid for 180 days beyond the date of completion of work.
 7. The EMD paid in the form of demand draft will be refunded by means of account payee cheque or return of the same DD to the unsuccessful Bidder as soon as the tender process is completed.
 8. Failure of the successful bidder to comply with the requirement of shall constitute sufficient ground for the annulment of the awards and forfeiture of the bid security, in which work, Bihar Museum may award the Contract to the next best evaluated Bidder or Call for new bids.
 9. **TDS and other taxes as applicable will be deducted from agency's bill as per Govt. instructions from time to time.**
 10. Entire work shall remain open for inspection, at all stages to the Bihar Museum's Authorized person.
 11. No Advance payment will be made for initiating work.
 12. The financial proposal shall remain firm and fixed till the completion of the work and there shall not be any escalation/revision and shall be deemed to include and cover all cost, expensed and liabilities of every description and all risks of every kind to be taken in executing the work.
 13. The bidder/supplier should not have been banned/blacklisted from any Ministries/Department/Agencies in the field.
 14. The decision of Director, Bihar Museum Society in regard to interpretation of the Terms & Conditions and the Agreement shall be final and binding on the Agency.
 15. **Penalty:** In case of pre mature termination of the contract due to any of the clauses of Termination the security amount shall be forfeited.
 16. **Arbitration:** In case of any dispute or differences arising on terms and conditions, the same shall be settled by reference to arbitration by the Sole Arbitrator to be appointed by the Director, Bihar Museum Society.
 17. **Jurisdiction:** In case of any dispute, the jurisdiction shall be the Court at Patna only.

Read and accepted

(Full Name, Signature & Stamp of the Bidder)

ANNEXURE-I

(To be submitted on Letter Head of the Registered Agency)

TECHNICAL BID

PROFORMA FOR DESIGNING AND PREPARING EXHIBITION MATERIALS AND FABRICATION ON “MUSEUM BIENNALE-2020”

Technical Bid should indicate following information along-with the self-attested photocopies of supporting documents:

1. Name of Firm/Agency: _____
2. Registered address: _____

3. Branch Address, if any _____

4. Phone/Fax No. _____
5. Email Address: _____
6. Type of Organization: _____
(Whether sole proprietorship /partnership /society /Private Limited for Cooperative body etc. attach proof)
7. Name of Proprietor/Partners/
Directors of the Organization/Firm. _____

| <u>Payment Details</u> | |
|------------------------|-------|
| DD | _____ |
| No | _____ |
| Date | _____ |
| Amount | _____ |
| Bank | _____ |

| Sl. No. | Documentary Proof of | With Date | Proof Attached (if Yes then) |
|---------|--|-----------|------------------------------|
| 1. | Proof of incorporation/inception of the Agency | | |
| 2. | PAN Number | | |
| 3. | GST | | |
| 4. | Certificates of Work experiences | | |
| 5. | Audit Report of last 3 years | | |
| 6. | Income Tax Return for the last 3 years | | |
| 7. | Undertaking regarding no case pending/not being blacklisted on Non-Judicial Stamp Paper of Rs. 100/- | | |
| 8. | Any other relevant information | | |

Name and signature of the authorized person of the firm along-with seal

ANNEXURE-II

(To be submitted on Letter Head of the
Registered Agency)

The financial bid will be opened only of the shortlisted/qualified bidders. The lowest bidder would be awarded.

FINANCIAL BID

| BILL OF QUANTITY | | | | | |
|---|--|---------------|---|-------------|----------------------|
| Biennale 2020, Bihar Museum, Bailey Road Patna | | | | | |
| Client Name | Bihar Museum, Bailey Road, Patna, Bihar | | | | |
| Show Date | 25 Mar - 25 June, 2020 | | | | |
| Show Type | Exhibition | Venue | Bihar Museum: Temporary and Contemporary Galleries | | |
| S.no. | Particulars | Qty | Unit | Rate | Amount in INR |
| A | General | | | | |
| | Preparation of content, concept design, research work, etc. with gallery | 1 job | | | |
| | Preliminary Drawings and specifications | 1 job | | | |
| B | Flooring | | | | |
| | 100 mm Raised wooden Flooring and Beige loop carpet finish on top. | 600 | sqm | | |
| | Aluminum Skirting finish in the edges with Shine finish | 180 | rm | | |
| | Polythene covering on top for dirt control for the opening of the exhibition. | LS | | | |
| C | Booth Structure | | | | |
| | All main structure with roll painted (Velvet finish) | as per design | | | |
| | Booth Fascade with light box with backlit media | as per design | | | |
| | CCTV surveillance system (day/ night vision hi-tech fixed and PTZ cameras with NVR, power supply, cabling, LED | 12 nos | Per set | | |

| | | | | | |
|----------|---|-----|--------|--|--|
| | Monitor, BNC, etc.) | | | | |
| | ABC type store pressure portable fire extinguisher | 6kg | | | |
| | Fabrication of termite proof Marine Ply (showcases to be fabricated in MS 16 gauze rectangle pipe size 35X35 mm , duly covered from MDF12 mm board with finish of Spray paint along with proper safety of antiquities with modern locking system in 08 mm toughen glass, defused LED lighting, etc. | | Sq ft. | | |
| | Fabrication and execution of center podium structures (excluding material) through MS 16 gauze rectangle pipe size 35x35 mm {20' Length approx. weight 12 kg} and duly covered from MDF12 mm board with finish of spray paint, led showcase/display lighting etc, | | Sq ft. | | |
| | Modern Mounting method, ss/Hard wood | 150 | nos | | |
| | Labels in Acrylic (8mm thick with printed vinyl on top) | 150 | nos | | |
| | LED screen 42"(Hiring basis) | 12 | nos | | |
| | Thematic recreation state wise design in the size of 8ft ht x 4ft width or vice versa. | 12 | nos | | |
| | LED Lights for the general lighting - As per requirement | 120 | nos | | |
| | Track Lights or showcase lights for the Artefact display cases | 150 | nos | | |
| | Information counter in spray painted finish. (Lockable) | | | | |
| D | Signage & Graphic | | | | |

| | | | | | |
|---------------------|--|-------------|-----|--|--|
| | A Set of 3D logo for each booth on top of the fascia with illumination | 12 | Set | | |
| | Graphics Design and Development (Content shall be provided by individual Exhibitor) 5mm sunboard backing wherever required and Museum grade vinyl or equivalent. | 70 | sqm | | |
| | Vinyl Sticker as and wherever required | | LS | | |
| E | Electricals & Lighting | | | | |
| | Install all of Lighting and sockets and cabling | as per plan | LS | | |
| | Power sockets 3 nos in each booth | 36 | set | | |
| | Distribution Box for the main power control and circuiting | | LS | | |
| F | Furniture | | | | |
| | Executive chairs for the meeting table for discussion | 48 | nos | | |
| | Round Table with Laminated top | 12 | nos | | |
| | Catalog stand | 12 | nos | | |
| | Glass bowl for business card | 12 | nos | | |
| G | Show services | | | | |
| | Installation & Dismantling | | LS | | |
| | Daily Cleaning | | LS | | |
| | technical person stand by during the show | | LS | | |
| TOTAL IN INR | | | | | |

*** Agency has to quote rate for each items.**

****All Exhibitions require designing and mounting (Material should be used suitable for keeping artefacts. All raw materials including paint, adhesive, laminate etc should be VOC free). Translation of the design and mounting arrangements in the allocated space require interior works which could include erection of display walls, partitions, panelling, painting of surfaces, fabrication of props and pedestals, floor covering, installation of display lighting, installation of screens and projection systems etc.**

Annexure - III

Details of Scoring Pattern / Criteria Technical Bids

- Profile of the Company/Agency based on Presentation :- 20 points
- Experience :- 8 years - 10 points; More than 8 years :- 20 points;
- Number of similar e x h i b i t i o n s e x e c u t e d
8 Exhibitions - 10 points; More than 8 Exhibitions:- 20 points;
- Credibility of the agency, feedback, recognition etc. --20
- Financial Turnover:- 1 Crores - 10 points; More than 1 Crores - 20 points

Maximum - 100 points

PERFORMANCE BANK GUARANTEE

(Subject to change)

(To be executed on non-Judicial stamped paper of an appropriate value)

Bank Guarantee No:

Amount of Guarantee:

Guarantee Period: From.....to.....

Guarantee Expiry Date:

Last date of Lodgment: Date:

WHEREAS the Director, Bihar Museum, Bailey Road, Patna - 800001 (hereinafter referred to as "The Owner" which expression shall unless repugnant to the context includes their legal representatives, successors and assigns) has executed a binding to the contract on [Please insert date of acceptance of the letter of acceptance(LoA)] ("Contract") with [insert name of the Successful Bidder](hereinafter referred to as the "Contractor" which expression shall unless repugnant to the context include its legal representatives, successors and permitted assigns) for the performance, execution and providing of manpower services ("Manpower Services" shall have the meaning ascribed to it in the Contract] based on the terms & conditions set out in the Tender Documents

number [insert reference number of the Tender Documents] dated [insert date of issue of Tender Documents].....and various other documents forming part thereof.

AND WHEREAS one of the conditions of the Contract is that the Contractor shall furnish to the Owner a Bank Guarantee from a scheduled bank in India having a branch at Patna for an amount equal to 5% (five percent) of the total Contract Sum (the amount guaranteed under this bank guarantee shall hereinafter be referred to as the "Guaranteed Amount") against due and faithful performance of the Contract including the performance bank guarantee obligation and other obligations of the Contractor for the supplies made and the services being provided and executed by under the Contract. This bank guarantee shall be valid from the date hereof up to the expiry of the Contract Period including any extension thereof.

AND WHEREAS the Contractor has approached [insert the name of the scheduled bank] (here in after referred to as the "Bank") having its registered office at [insert the address]and at the request of the Contractor and in consideration of the promises made by the Contractor, the Bank has agreed to give

such guarantee as hereunder:

(i) The Bank hereby undertakes to pay under this guarantee, the Guaranteed Amount claimed by the Owner without any further proof or conditions and without demur, reservation, contest, recourse or protest and without any enquiry or notification to the Contractor merely on a demand raised by the Owner stating that the amount claimed is due to the Owner under the Contract. Any such demand made on the Bank by the Owner shall be conclusive as regards the amount due and payable by the Bank under this bank guarantee and the Bank shall pay without any deductions or set-offs or counterclaims whatsoever, the total sum claimed by the Owner in such Demand. The Owner shall have the right to make an unlimited

number of Demands under this bank guarantee provided that the aggregate of all sums paid to the Owner by the Bank under this bank guarantee shall not exceed the Guaranteed Amount. In each case of demand, resulting to change of PBG values, the Owner shall surrender the current PBG to the bank for amendment in price.

(ii) However, the Bank's liability under this bank guarantee shall be restricted to an amount not exceeding [figure of Guaranteed Amount to be inserted here]only).

(iii) The Owner will have the full liberty without reference to the Bank and without affecting the bank guarantee to postpone for any time or from time to time the exercise of any powers and rights conferred on the Owner under the Contract and to enforce or to forbear endorsing any powers or rights or by reasons of time being given to the contractor which under law relating the Surety would but for the provisions have the effect of releasing the surety.

(iv) The rights of the Owner to recover the Guaranteed Amount from the Bank in the manner aforesaid will not be affected or suspended by reasons of the fact that any dispute or disputes have been raised by the Contractor and / or that any dispute(s) are pending before any office, tribunal or court in respect of such Guaranteed Amount and/ or the Contract.

(v) The guarantee herein contained shall not be affected by the liquidation or winding up, dissolution, change of constitution or insolvency of the Contractor but shall in all respects and for all purposes be binding and operative until payment of all money due to the Owner in respect of such liability or liabilities is affected.

(vi) This bank guarantee shall be governed by and construed in accordance with the laws of the Republic of India and the parties to this bank guarantee hereby submit to the jurisdiction of the Courts of Patna for the purposes of settling any disputes or differences which may arise out of or in connection with this bank guarantee and for the purposes of enforcement under this bank guarantee.

(vii) All capitalized words used but not defined herein shall have the meanings assigned to them under the Contract.

(viii) NOTWITHSTANDING anything stated above, the liability of the Bank under this bank guarantee is restricted to the Guaranteed Amount and this bank guarantee shall expire on the expiry of the Warranty Period under the Contract.

(ix) Unless a Demand under this bank guarantee is filed against the Bank within six (6) months from the date of expiry of this bank guarantee all the rights of the Owner under this bank guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities hereunder.

(x) However, in the opinion of the Owner, if the Contractor's obligations against which this bank guarantee is given are not completed or fully performed by the Contractor within the period prescribed under the Contract, on request of the Contractor, the Bank hereby agrees to further extend the bank guarantee, till the Contractor fulfils its obligations under the Contract.

(xi) We have the power to issue this bank guarantee in your favour under Memorandum and Article of Association and the Undersigned has full power to do so under the Power of Attorney dated [date of power of attorney to be inserted] granted to him by the Bank.

Date:

Bank

Corporate Seal of the Bank

By its constituted Attorney Signature of a person duly authorized to sign on behalf of the Bank

**FORM OF AGREEMENT
(To be executed on Rs 1000 Stamp Papers)
AGREEMENT**

THIS AGREEMENT made on _____ day of _____ (Month/year) between the Director, Bihar Museum, Bailey Road, Patna – 800001 acting through (Director and his representatives, hereinafter called "Bihar Museum") of the one part and _____ (name and address of the Bidder) (hereinafter called "the Bidder") of the other part.

WHEREAS the Indian Museum is desirous that certain works / services as per the contracts should be executed by the Bidder Viz. Proposal No. (hereinafter called "the Works / services"), and has accepted a Proposal by the Bidder for the execution and completion of such Works / services as per the contracts and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESS as follows:

1. In this Agreement, words and expressions shall have the same meaning as are respectively assigned to them in the Conditions of Contract hereinafter referred to.

The following documents shall be deemed to form and be read and construed as part of this Agreement:

- Letter of Award
- Tender
- Agreement
- Technical Proposal
- Financial Proposal

2. The First Party shall terminate the Agreement immediately if the Second Party has not completed with any of the Terms and Conditions as specified/ detailed in the documents as mentioned in clause 2 of this Agreement.

3. In consideration of the payments to be made by the Bihar Museum to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Bihar Museum to execute and complete the Works / services as per the contract and remedy any defects therein in conformity in all respects with the provisions of the Contract.

4. Bihar Museum hereby covenants to pay the Bidder in consideration of the execution and completion of the Works / services as per the contract and the remedying of defects therein the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

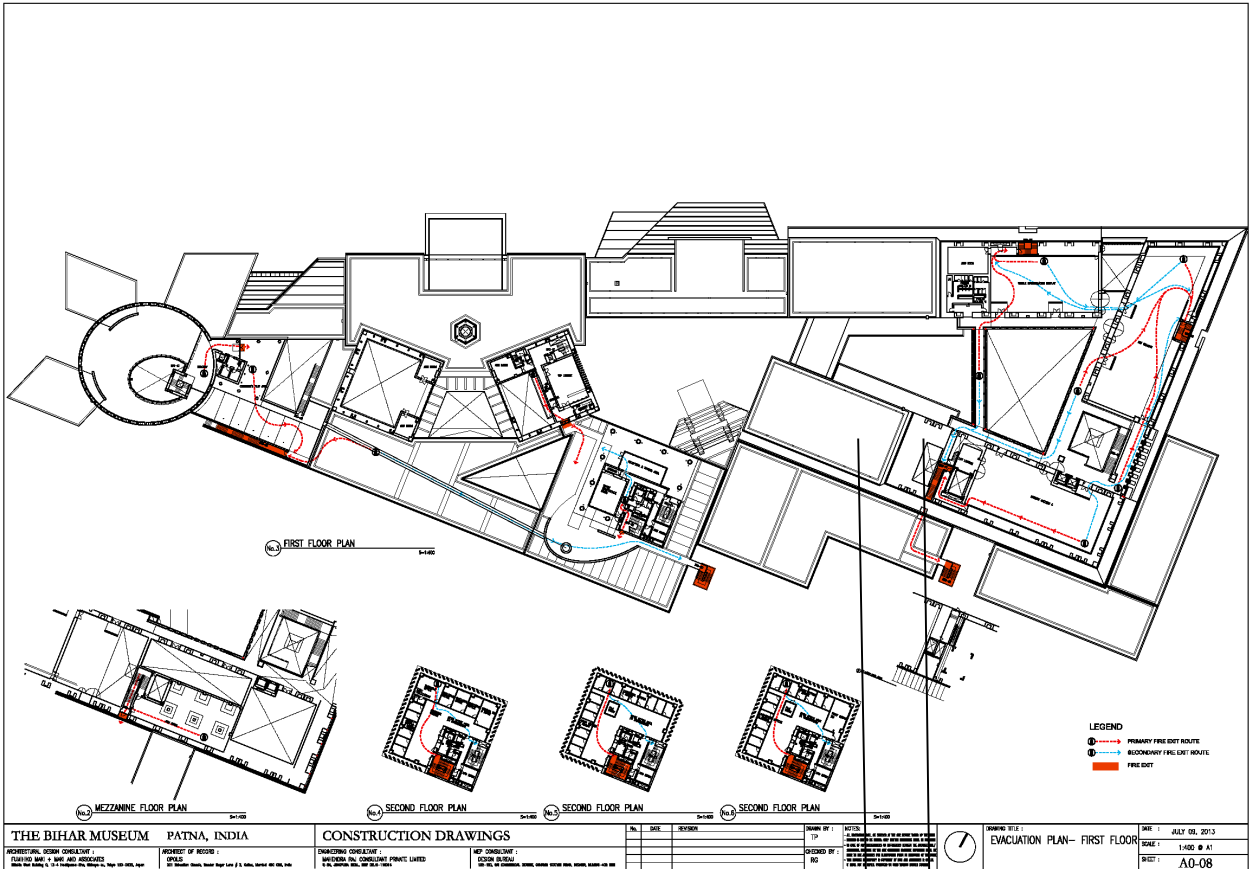
IN WITNESS whereof the parties hereto have caused this Agreement executed the day and year first before written.

(Name, Designation and address of the authorized signatory) (Director, Bihar Museum)

Signed for and on behalf of the Bidder in the presence of: Signed for and on behalf of the Bihar Museum in the presence of:

Witness: Witness:

Witness: Witness:



Plan of Bihar Museum

Temporary Gallery

Contemporary Gallery

